

VIRGINIA: A SCHEDULED MEETING OF THE SURRY COUNTY BOARD OF SUPERVISORS
HELD IN THE GENERAL DISTRICT COURTROOM OF THE SURRY COUNTY
GOVERNMENT CENTER ON THURSDAY, JUNE 2, 2016 AT 7:00P.M.

PRESENT: SUPERVISOR JOHN M. SEWARD, CHAIR
SUPERVISOR JUDY S. LYTTLE, VICE-CHAIR
SUPERVISOR KENNETH R. HOLMES
SUPERVISOR GIRON R. WOODEN, SR.
SUPERVISOR MICHAEL H. DREWRY

ALSO

PRESENT: MR. TYRONE W. FRANKLIN, COUNTY ADMINISTRATOR
MR. BRENDAN HEFTY, COUNTY ATTORNEY
MS. TERRI HALE, DIRECTOR OF FINANCE
MS. RHONDA RUSSELL, DIRECTOR OF PLANNING
MR. ERVIN JONES, DIRECTOR OF PARKS & RECREATION
MRS. DEBBIE NEE, COMMISSIONER OF THE REVENUE
MS. FRANCES BAILEY, PROJECT COORDINATOR I
MR. DEREK DAVIS, COMMONWEALTH'S ATTORNEY
MS. GAIL CLAYTON, CLERK OF CIRCUIT COURT
MR. STANLEY JONES, ACTING SUPERINTENDENT, SURRY PUBLIC SCHOOLS

CALL TO ORDER/MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE

The meeting was called to order by Chairman Seward who then asked for a moment of silence. Following the moment of silence, he asked those present to stand and say the pledge of allegiance. Supervisor Drewry thanked all present for their support as he continues to recuperate from his recent injury.

CONSENT ITEMS

1. Approval of May 5, 2016 Minutes, Board of Supervisors Work Session
2. Approval of May 5, 2016 Minutes, Board of Supervisors
3. Approval of March 2016 Accounts Payable:

	Accounts Payable	Additional	Total
General Fund	\$129,570.48	\$101,680.31	\$231,250.79
Debt Service	\$0.00	\$0.00	\$0.00
Capital	\$78,179.57	\$17,392.76	\$95,572.33
Water & Sewer	\$51,432.84	\$234.64	\$51,667.48
CSA	\$3,618.00	\$481.69	\$4,099.69
Indoor Plumbing	\$0.00	\$0.00	\$0.00
Juror Payments	\$0.00	\$0.00	\$0.00
Totals	\$262,800.89	\$119,789.40	\$382,590.29

4. Appropriation Requests:

School System - June 2016	Instruction	\$1,181,492.50
	Admin./Health	\$67,908.43
	Pupil Transp.	\$0.00
	Operation/Maint.	\$0.00
	Food Serv.	\$58,413.54
	Debt Service	\$0.00
	Capital Projects	\$0.00
	Technology	\$49,157.70
Total		\$1,356,972.17
Dept. of Social Serv. - June 2016		\$150,000.00

5. FY 15-16 Budget Request, School System, \$160,924.00

6. FY 15-16 Budget Request, Circuit Court, \$26,225.00

Supervisor Lyttle made a motion that the Board approve the Consent Items as enumerated. Supervisor Holmes seconded the motion. Supervisors Lyttle, Homes, Wooden, Drewry and Seward voted affirmatively to approve the motion.

PROGRESS REPORTS

1. VDOT

No Report.

2. Treasurer

A. Investment Letter

Chairman Seward read the Investment Letter provided by Mrs. Faye P. Warren, Treasurer, reporting that as of the May 5, 2016 meeting, it was reported that the balance in the LGIP Fund was \$20,210,047.15. Since that report, accrued interest for April, 2016 in the amount of \$8,425.93 had increased that balance to \$20,218,473.08. Since the last report, \$1,500,000 was transferred from the LGIP to the General Fund leaving a balance in the LGIP of \$18,718,473.08. As of June 2, 2016 the County had \$19,281,473.08 in total investments, including one CD valued at \$500,000.00 which will mature on January 28, 2018.

3. County Administration

A. Presentation: Projects Update

Mr. Brian Camden, Project Manager, addressed the Board to provide updates regarding ongoing projects in Surry County. Mr. Camden reported that the Surry Seafood Company began a series of soft openings on Mother's Day weekend. They held their Grand Opening over the Memorial Day weekend, serving over 700 meals. Some equipment and system issues have been identified and most of these have been resolved. The restaurant seems to be quite successful.

Mr. Camden went on to report that the design of the new fishing pier and marina complex had been completed as has the Joint Permit Application to the Virginia Marine Resources Commission (VMRC) and the Army Corps of Engineers. Due to the extensive wetlands encompassed in the 18 acres owned by the County, a public hearing will have to be scheduled to solicit public comments regarding the wetlands impact. Staff anticipates that the permitting process could take approximately 90 days.

Regarding the Town of Dendron Water System Upgrade, Mr. Camden informed that comments had been received from the Virginia Department of Health and the system design had been modified to comply with the comments. Mr. Camden stated that the project was still on scheduled to advertise for construction bids in July with construction starting in late August or early September, 2016.

Mr. Camden also reported that the design of the new Surry County Rescue Squad building has been completed. An opportunity has presented itself to combine functions and to modify the existing design to accommodate a new Emergency Incident Response Center for the Surry Nuclear Power Plant. Staff has met with representatives of Dominion Power who expressed interest in combining a new Emergency Incident Response facility into the Rescue Squad building. However, FEMA regulations require that the facility be located outside the 10-mile plume zone of the power plant. Staff has identified an alternate location in the Surry County Industrial Park that appears ideal for this use. The architect has developed a new floor plan for DVP to review and staff is awaiting their comments.

B. Resolution 2016-14: Authorization of the Surry County Emergency Operations Plan

Mr. Ervin Jones, Deputy Emergency Services Coordinator, informed the Board that the County's Emergency Operation Plan (EOP) is activated for emergency situations that overwhelm the day-to-day functions of the county's Emergency Services. When EOP activation occurs, normal chain of command for Surry County's first response community is enhanced by a chain of command from Surry County's governing body. It is at the determination of the governing body's appointed Emergency Management Director of Surry County to declare a state of emergency for the County. The threshold for such an action may take place for a single local event or as part of a larger situation that affects the region and/or the Commonwealth. All of these considerations are contained in the attached EOP.

The legal and organizational basis for emergency management is reflected in the local Emergency Operations Plan (EOP). The Code of Virginia §44-146.19.E requires every four years a comprehensive

review of the locality EOP be completed and adopted by the local governing body. The current EOP was adopted on June 7, 2012 which requires review and re-adoption by the Board of Supervisors at the June 2, 2016 meeting. Due to the length of the document, it had been provided for Board review at their May, 2016 meeting.

Mr. Jones also discussed the distribution of potassium iodide by the Health Department in the event of a nuclear incident and informed that the Emergency Services staff was prepared for the current hurricane season.

Supervisor Lyttle made a motion that the Board authorize Resolution 2016-14 adopting the Surry County Emergency Operations Plan as presented. Supervisor Wooden seconded the motion which was unanimously approved.

C. Appointments to the Social Services Board

Mr. Franklin presented correspondence from Mrs. Valerie Pierce, Director of Surry Social Services, indicating the need for two appointments to the Surry County Social Services Board from the Bacon's Castle and Claremont Districts.

Supervisor Lyttle made a motion that the Board appoint Ms. Marie Pierce (Bacon's Castle District) and Ms. Juanita Parker (Claremont District) to the Surry County Social Services Board. Ms. Pierce will serve a term from July 1, 2016 through June 30, 2020 and Ms. Parker will serve a term from June 1, 2016 through May 31, 2020. The motion was seconded by Supervisor Wooden and unanimously approved.

PUBLIC HEARINGS

1. FY 16-17 Proposed Consolidated Budget & CIP

Chairman Seward called the public hearing to order. Mr. Franklin stated that a public hearing was being conducted to receive public comments regarding the Surry County FY 2016-2017 Proposed Consolidated Budget and Capital Improvement Plan (CIP). Ms. Terri Hale, Director of Finance, addressed the Board to provide a summary. She informed that there were no increases in taxes or fees and that the CIP had been approved by the Surry County Planning Commission. Ms. Hale requested that Mrs. Debbie Nee join her to provide information relative to a request for tax relief for forest harvesting equipment. Board members discussed the matter with Mrs. Nee and Ms. Hale.

Chairman Seward opened the floor for public comments.

Ms. Vanessa Scott (Carsley District), a teacher and President of the Surry County Educators Association, addressed the Board to express her concern

regarding level funding for the School System stating that it would not make raises for teachers possible. She further expressed her fear that without that incentive, good teachers could be lost and eventually the schools accreditation could be at risk.

Ms. Barbara Brown (Carsley District), also a teacher, requested that the Board fully support the budget proposed by the School Board which included funding for salary increases for teachers.

Ms. Deborah Dawson (Surry District), also a School System employee, requested that the Board support the proposed School Board budget.

Mrs. Helen Eggleston (Dendron District) addressed the Board in support of raises for Surry County school teachers.

There being no additional comments from those in attendance, Chairman Seward closed the floor and asked for staff summaries. Ms. Hale requested that the Board continue their meeting to Thursday, June 9, 2016 at 7:00pm to take action on the FY 2016-2017 Proposed Consolidated Budget and Capital Improvement Plan (CIP).

2. VDOT Six-Year Secondary Road Improvement Plan

Chairman Seward called the public hearing to order. Mr. Franklin stated that a public hearing was being conducted to receive public comments regarding the VDOT/Surry County Six-Year (FY 17-22) Secondary Road Improvement Plan. Mr. Ken Shannon, VDOT Williamsburg Residency Administrator Assistant, and Ms. Frances Bailey, Project Coordinator I, which documents how the state will allocate funding to Surry County for road improvement projects. The total amount of funding for the Six-Year Plan is \$118,391.

Chairman Seward opened the floor for public comments.

Mr. Mike Eggleston (Dendron District) addressed the Board to express concerns regarding road conditions on Route 617 and Rocky Hock Road.

There being additional comments from those in attendance, Chairman Seward closed the floor and asked for staff summaries. Mr. Shannon informed that he would look into the issue regarding Rt. 617 and Rocky Hock Road and would address the matter with the Board at a later date.

Supervisor Lyttle made a motion to authorize Resolution 2016-15 adopting the Six-Year Secondary Road Improvement Plan as presented. Supervisor Holmes seconded the motion; the motion passed with unanimous approval.

3. Proposed Amendment to the Surry County Subdivision Ordinance (Ordinance 2016-01)

Chairman Seward called the public hearing to order. Mr. Franklin stated that a public hearing was being conducted to receive public comments regarding Ordinance 2016-01, a revision of the Surry County Subdivision Ordinance. Ms. Rhonda Russell, Director of Planning and Community Development, and Ms. Jai McBride, HRPDC Principal Regional Planner, addressed the Board to provide background information. Ms. McBride informed the Board that they were being asked to repeal and re-enact the County's Subdivision Ordinance which had been updated to be more compatible with changes that had been made to the Comprehensive Plan. A Subdivision Steering Committee had been appointed, public feedback solicited, and HRPDC staff brought in to advise in the creation of the new ordinance.

Chairman Seward opened the floor for public comments. There being no comments from those in attendance, Chairman Seward closed the floor and asked for staff summaries. Ms. Russell informed that Mr. Franklin had requested language be added to address trash collection in private developments, so she requested that the Board defer action on the proposed ordinance until that could be addressed.

4. Conditional Use Permit 2016-02

Chairman Seward called the public hearing to order. Mr. Franklin stated that a public hearing was being conducted to receive public comments regarding Conditional Use Permit 2016-02. The application by Mr. Shane Jones requesting a Conditional Use Permit for a Commercial Outdoor Recreational Event (Pellet Range with Outdoor Camping) as an occasional accessory use. The requested location is a private property located off Alliance Road (SR 634) and is permitted by Article III, Section 3-302, Permitted Uses, of the Surry County Zoning Ordinance. The subject property extends along Alliance Road approximately $\pm 1,959'$ with an average depth of $\pm 2,937'$ and begins \pm one mile/5,605' from the intersection of Colonial Trail East (SR 10) and Alliance Road. The property is zoned Agriculture Rural District (A-R) and consists of ± 148 acres and is identified as Tax Map Parcel 29-19.

Ms. Rhonda Russell, Director of Planning and Community Development, deferred to Mr. Jones who addressed the Board to provide background information. He informed that the business will open on Saturdays only from 8:00am to 6:00pm for the first year and will include tent camping. Ms. Russell stated that CUP 2016-02 would carry the same restrictions as previously imposed on motorcycle races in the County. The CUP does allow for three to four weekend events, which would include Sunday hours, during the first year. Mr. Jones reported on buffer zones and safety requirements for participants.

Chairman Seward opened the floor for public comments. There being no comments from those in attendance, Chairman Seward closed the floor and

asked for staff summaries. No additional information was presented. Supervisor Holmes made a motion that the Board authorize CUP 2016-02 as presented. Supervisor Wooden seconded the motion which was unanimously approved.

5. Williamsburg Area Transit Authority

Chairman Seward called the public hearing to order. Mr. Franklin stated that a public hearing was being conducted to receive public comments regarding proposed changes to the routes, schedules and fares charged by the Williamsburg Area Transit Authority (WATA) while operating in Surry County. Ms. Jamie Jackson and Mr. Todd Tyree, representatives of WATA, addressed the Board to review proposed changes in service. They informed that fares would increase slightly, as would the frequency of service to Surry. Riders would make connections at the Jamestown Settlement, instead of in downtown Williamsburg, thus enabling the bus to get back on the ferry and return to Surry with greater frequency during the day.

Chairman Seward opened the floor for public comments.

Mr. Mike Eggleston (Dendron District) addressed the Board to inquire regarding the average number of passengers and cost effectiveness of the system in Surry.

Ms. Diane Cheek (Surry District) inquired regarding the timing of stops in Surry County.

There being no additional comments, Chairman Seward closed the floor and asked for staff summaries. No additional information was presented. No action was taken by the Board.

UNFINISHED BUSINESS

1. Appointment: Surry County Economic Development Authority
No action was taken.

2. Appointments: Highway Transportation Safety Commission

Mr. Franklin informed the Board that appointments were needed to the Surry County Highway Transportation Safety Commission. Supervisor Lyttle made a motion that the Board appoint Mr. Roy Lane, Sr. (Bacon's Castle District) for a term beginning April 1, 2015 and ending March 31, 2019; Ms. Bertha Thomas (Carsley District) for a term beginning April 1, 2016 and ending March 31, 2020; and Mr. Clarence Perry (Surry District) for a term beginning April 1, 2016 and ending March 31, 2020. Supervisor Holmes seconded the motion which passed with unanimous approval.

NEW BUSINESS

None.

CITIZEN COMMENTS

Mr. Mike Eggleston (Dendron District) addressed the Board to comment on proposed language in the Subdivision Ordinance.

Mrs. Helen Eggleston (Dendron District) addressed the Board regarding solar farming.

CLOSED SESSION

Supervisor Lyttle made a motion that the Board of Supervisors convene in closed session to discuss a matter regarding a prospective business or industry or the expansion of an existing business or industry, where no previous announcement has been made of the their interest in locating or expanding its facilities in the County, as permitted in Virginia Code §2.2-3711(A)(5). The motion was seconded by Supervisor Holmes and unanimously approved.

Supervisor Lyttle made a motion to return to open session and certify by roll call that the closed session was concluded and that nothing had been discussed except the matter or matters permitted to be discussed under the provisions of the Virginia Freedom of Information Act. Supervisor Holmes seconded the motion; all present voted affirmatively.

ADJOURNMENT

Supervisor Holmes made a motion that the Board continue their meeting to Thursday, June 9, 2016 at 7:00pm in the Surry County General District Court for proposed action on the FY 2016-2017 Proposed Consolidated Budget & CIP. The motion was seconded by Supervisor Lyttle and unanimously approved.